

STEEPLE CLAYDON PARISH COUNCIL
Minutes of meeting 7th February 2017

Present 2017/187	Cllr Tanner (Chair), Cllr Weingart, Cllr Hodges, Cllr Firth, Cllr Smith, Cllr Spencer, Cllr Mahon Cllr Price. Parishoners – R Graveley, L DeBrun, C Coombs, I Haest, E Smith, B Webb, A Weingart, L O’Dell, J Wickersham
Apologies 00188	Nil - All Councillors in attendance
Declaration of interest personal - prejudicial 00189	Cllr Tanner declared an interest in cheque payment in her favour for £17.94 being reimbursement for hall booking system. Cllr Firth declared an interest in cheque payment for £374.98 in his favour being reimbursement for purchase of ladder for Caretaker (£159.99) and Epson Projector (£214.99). Cllr Hodges declared an interest in cheque payment for £55 in his wife’s favour being payment for Christmas Tree and stand for use in Village Hall.
Minutes of meeting 3rd January 2017 00190	The minutes of the meeting dated 3 rd January 2017 were confirmed as a true record and signed by the chair. Proposed Cllr Weingart seconded Cllr Smith. The Clerk confirmed the meeting would be recorded for assistance in preparing the minutes.
Public Participation 00191	Mr Coombs had read report from County Councillor Angela MacPherson dated 13 th January with regard to Lorry routes and incentives to contractors. He very much wanted workers for Hs2 to be encouraged not to use Steeple Claydon’s roads especially through village. Cllr Firth agreed this was an appropriate thing to do and made mention of the action group just being formed. It may be it was too early to be productive to approach Hs2. Cllr Tanner suggested waiting until after 20 th as there may be other matters to be highlighted. Mrs Webb highlighted the youth groups that were run on a voluntary basis at the Church but not by the Church. There was a need for equipment which was funded by donations. Mention made of local charity CDCA which may be prepared to make donation. It was asked if Hs2, in due course, may contribute to their cause. Representatives of Toddlers group asked about racking for the shed as there was evidence of damp and mould on toys. Cllrs would inspect and make their recommendations. Linda O’Dell asked about possible bus shelter and Cllr Firth said this could be considered within Neighbourhood plan (s106 infrastructure or Hs2 Project infrastructure). Linda also brought some Calvert Brickworks artifacts which it was suggested were assessed.
Caretaker and Cottage Update 00192	Inside of cottage handed over post inspection with keys to Parish Clerk. 3 items on snagging list to be overseen by Cllr Mahon. Tenancy agreement to be signed. Exterior painting put back until better weather. Clerk to contact Contractor and agree an acceptable timescale for remaining work (with guidance from Cllr Mahon).
Parish Clerk – correspondence 00193	Cllr Weingart wrote to the Clerk and asked that the following be minuted . Cllr Weingart stated that Parishoners had requested a recent by election which took place on 6 th October 2016 at a cost to the village of £2,831.45. Five candidates stood for the vacancy and 325 Parishoners voted at this by election and one candidate was elected. A further vacancy became available on 13 th October 2016. Three of the five candidates put their name forward all three candidates regularly attend

	<p>Parish Council meetings. Cllr Weingart felt that they should be recognized when making a decision for this vacancy. A further resignation was received on 6th December 2016 which makes a total of 4 resignations in less than 19 months.</p> <p>Cllr Tanner wrote to the Clerk and asked that the following be minuted.</p> <p>For good order, as Chair of SCPC, I confirm that Councillors Tanner, Spencer, Weingart, Hodges, Firth, Smith & Mahon voted 4:3 in favour of Dan Price being co-opted as a Parish Councillor on Wed 11 January 2017. Clerk congratulated Dan on his appointment and wished him well. Clerk reminded all that the PC was now in a position to co-opt a ninth Parish Councillor and recommended this be given attention. He held requests from two Parishoner Candidates.</p> <p>E mail Freight Strategy read – to be nil return. E’ on quotation for 2 new street lights on Vicarage Close £750 each and transfer of unmetered supply £388 each. Proposed Cllr Hodges, seconded Cllr Weingart – Unanimous. Clerk to action. Chair reminded all re analysis of street light survey still outstanding – meeting to be organized. Cllr Smith advised of recent accident opposite village hall where lack of light and pot hole had created blackspot. Suggested this would be looked at post analysis as previously mentioned. Discussion re new bus shelter and review of past suggestions. Cllr Firth confirmed this would be looked at under Neighbourhood Plan. Discussion re boot camp usage of Recreation ground and approved with no objections. Response from library service with regard to disruption of mobile library service. E mail from Toddlers Group covering mold on toys, funding towards cost of hall and storage racks. Representatives present and extensive discussion followed. Cllrs looking into state of shed and making recommendations. This to be kept as a LIVE DOCUMENT for further consideration. Clerk had received formal acknowledgment that grant payment from Groundwork UK had been made under reference NPG-02823- Neighbourhood planning. Discussion re Unitary Authority proposals but all agreed that there was insufficient information to decide which option to support. E mail from Jenny Shaw re scout group advice and passed to Cllr firth for action. E mail from Karl the Baker re SCVF 2017 and we had to advise not covered by SCPC Insurance – no insurable interest. Would help with table hire for Horticultural Society if possible. E mail received from concerned parishioner regarding dog mess and discussion held with owner who had said she would pick it up later. Clerk to respond and advise of local initiatives. Quotation received direct from Karcher with regard vacuum cleaner and floor cleaner needed for Caretaker. Evidence that same product available on internet at cheaper price. Clerk to ask karcher if their quote is negotiable. To report back. Chair had reminded Cllrs that PC will need to recruit relief Caretaker to cover holidays.</p>
<p>Working group update on activities 00194</p>	<p>Neighbourhood and development</p> <p>Cllr Firth addressed the meeting. He advised there had been significant activity by the Neighbourhood Planning Team towards the development and publishing of the plan. Discussion of policies that are being developed as the team move towards formal consultation. The Parish Council formally approved that it was in order to progress the development of the NP in line with the current draft. Proposed Cllr Mohan, seconded Cllr Price – unanimous. General discussion which included social housing and probability of being able to prefer local families, discussion re post office and green spaces.</p> <p>Planning Application:</p> <p>Before this item was discussed Cllr Weingart asked to leave the room wishing to play no part whatsoever in any discussion or decision regarding this application.</p> <p>Demolition of garage and erection of two storey side extensions including rear balcony and external staircase (part retrospective</p>

amendment to planning approval 12/00480/APP)

Cymbeline Court North End Road Steeple Claydon Buckinghamshire MK18 2PG

Ref. No: 17/00239/APP

The Parish Council discussed the application and agreed on the following response to go to the Planning Department AVDC.

'Steeple Claydon Parish Council has been invited to comment on the retrospective planning application relating to the construction of a balcony and spiral staircase at the above property.

The council had no objection to the proposed extension including a balcony which was granted planning approval in 2012. The constructed works are not in accordance with the proposals included in the planning application.

Council representatives have inspected the installed balcony with glazed panels and spiral staircase from the adjacent property. They believe that the open nature of the balcony and the location of the spiral staircase is a significant infringement of the privacy of the residents of Spennymoor, the adjacent property and request that AVDC takes appropriate steps to resolve this matter satisfactorily. This would require the relocation of the staircase and the installation of a solid panel at the boundary edge of the balcony.

The adjacent property, Spennymoor, is occupied by Cllr Weingart who was not present in the meeting when this matter was discussed and the resolution passed. – Proposed Cllr Firth, seconded Cllr Hodges. – Unanimous.

Communication and events

Magazine entry reviewed.

Finance

Clerk reviewed the cheques for payment in February:

104997	Contractor	Part payment invoice cottage repairs inc vat	£12,360.00
998	E'on	Gas bill cottage	£155.25
999	Pat Butler	Library expense	£33.44
105000	Diana Tanner	Booking Bug invoice reimburse	£17.94
5001	Bucks County Council	Q2 Oct - Dec 16 Library Costs SLA	£1015.67
5002	Ultimate Supplies	Janitorial supplies	£258.40
5003	Paul Firth	Reimburse Ladder purchase - for Caretaker (£159.99) - Epson projector for SCPC use (£214.99)	£374.98
5004	Longman Planning Consultancy	Final bill NP Consultancy	£3,089.00
5005	Everbrite Cleaning Services	Final invoice to 31/01/17 - Hall	£842.40

			cleaning	
5006	Acme Pest Control,		Pest Control – moles Rec Ground	£162.00
5007	Assured Fire and Security		Access control system repair (outside service agreement)	£208.80
5008	Aylesbury Office Supplies		Card index for library £90.78 + £3.24	£94.02
5009	Contactora		Heaters/ cctv for pavilion £301.19: 23 hours works November 2016 @ £20ph = £ 460, 25 hours works December 2016 @ £20ph = £500	£1,261.18
5010	AVDC		General waste empty q 4 2016	£243.10
5011	Linnell Bros limited		Gate and fencing for v hall exterior as per schedule	£317.83
5012	Citizens Advice Buckingham and Winslow District		Parish Council payment (sept 2016)	£1,000
5013	Contractor		Library heating repair	£30
5014	E'on Energy Solutions		New street light meadoway	£444.00
5015	Ingrid Hodges		Christmas tree and stand	£55.00
5016	Contractor		Skip hire and excess charge	£426.48
5017	Village Networks		Wireless broadband services jan-june 16 and jan – june 17	£353.97
5018	Contractor		Electrical repairs v hall as per schedule	£140.00
5019	Steeple Claydon Scout Group		Donation after presentation	£50
5020	HMRC		Tax and NI	£429.60

5021	Youth Club	Donation towards youth club	£50
WAGE PAYMENTS TO BE MADE BY ELECTRONIC TRANSFER (5 weeks)			

Proposed Cllr Spencer, seconded Cllr Smith Unanimous (Cllrs with declared interests excluded)
 Parish Council Balances as at 31.01.2017
 c/a £92,389.80
 tracker £21,002.46
 Lloyds £ 50,000
 Tennis £5506.66
 NSC's £5298.05

E mail regarding opening of water and waste water market. Agreed no need for action at this time but would keep details on file. Clerk had been asked to consider opening account with Buildbase (in this case to cover stones for driveway for caretakers Cottage.- unanimous.) PC agreed to cover the cost of stones. Clerk to arrange for transfer of cottage utilities (gas , elec + council tax into Caretakers name).

People and Assets

Cllr Tanner still working to hand over jobs to Caretaker. Tractor shed roof had been repaired. Annual review of hall booking fees is due. Clerk still had authority to agree non standard fees. Cllr Mahon was keen to be aware of our outgoings. Children would be up to the age of 16. It was agreed that for the next 12 months fees would remain unchanged. There was a debate about cover for Caretaker. CCTV (Rec ground and Village Hall) and caution wet floor signage to be purchased. System near live date and data protection discussed. Cost of signs £119.95 – expenditure approved. Unanimous. Clerk and Caretaker formally requested training with regard this new cctv system. Sockets had been overloaded at functions and electrician found no on going problem. Plaster work in kitchen ceiling causing concern and action would be taken to remedy under emergency powers. Hall plasterwork also needed attention. Clerk spoke in general terms about annual expenditure and would ask that future capital expenditure was considered in the light of spend to date. Discussion re Industrial quality vacuum cleaner needed for the Caretaker and purchase options discussed. Chair reminded Councillors that a relief caretaker should be employed.

HS2

Cllr Firth addressed the meeting. Public meeting had been very well attended and an action group had been formed from interested parties identified. A smaller working group was also created and has met. Would liaise with Parish Council. Cllr Firth had spoken with the Hs2 liaison officer Charlotte Hewes who was being helpful. Some bore hole activity by Hs2 had been already seen in village. Cllr Tanner asked about the Draft Terms of Reference but discussion had not taken place despite all Cllrs having received a copy. At this late hour it would have to be revisited.

Matters of a confidential

The public were asked to leave before this item on the agenda.

nature 00195	
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Signed..... Dated.....